

**JOINT INTELLIGENCE STUDY PUBLISHING BOARD
POSITION QUESTIONNAIRE**

Date 1 April 1967

1. Name (Last) Platchow (First) Alvin (Initial) _____ 2. Rank or grade SP-4

3. Agency Army Map Service 4. Subdivision (Branch, Section, Subsection, Desk) Engineer Research Section

5. Position Title Assistant to Chief, Map Procurement Section, J.I.S.P.B.

6. Outline of Duties:

Percentage of Time	Function	Description of Duty
45%	Separation Drafting	Drafting separation boards of hydrography, open water tint, border and grid, administrative names and hydrography names for JANIS base map.
35%	Preparation of compilation base map	<p>Preparing the compilation base map as follows:</p> <ol style="list-style-type: none"> 1. Discussion with Chief, Map Procurement Section, and Director, J.I.S.P.B. on merits of possible maps to be used as source for the JANIS base map. 2. Ordering of blueprint chipboard of source map. 3. Drafting compilation board from source map. 4. Consultation with proper authorities on correct placement of boundaries. 5. Securing of recommendations of the Board on Geographical Names for all place names; ordering of type for these names. 6. Consultation with Topographic Br., G-2, on correct relief and hydrography and checking of relief plate against JANIS base. 7. Preparation of reproduction orders for blueprint chipboards and paper prints (preliminary blueprints) for distribution to contributors.
20%	Assisting the Chief, Map Procurement Sect.	<p>Assisting the Chief, Map Procurement Section as follows:</p> <ol style="list-style-type: none"> 1. To procure all the reference maps, related publications and all maps that could possibly be used as a source for the JANIS base.

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 NO CHANGE IN CLASS. ☐
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JCS Declassification/Release
Instructions on File

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2. To maintain complete map files and return to lender or destroy file maps when they have served their purpose.

3. To make a study of maps in the JANIS area in compilation at other map-making agencies.

4. To check map evaluation chapters of JANIS.

5. To make direct contact with various agencies on special coverage studies. In such instances the Map Procurement Section is responsible for the safe conveyance of manuscript, color pulls, and classified correspondence to and from the various agencies.

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14 October 1946

Duties charged to the Assistant to the Chief of
Map Procurement, J.I.S.P.B.

1. To assist the Chief of Map Procurement in procuring all the reference maps and related publications for the JANIS area, that are available for use by the JANIS Board, (this may include Secret material not for distribution), including the following:

- (a) Complete map coverage in largest scale available and Hydrographic Office charts, Army Air Force charts and other special maps of the area.
- (b) Gazetteers, glossaries and printed material of this type.

The above is procured in advance of the receipt of material from the contributing agencies in order to have the information available to members of J.I.S.P.B. for research and reference.

2. To assist in the maintaining of complete map files and the returning to lender or the distraction of said map files when they have served their purpose.

3. To assist the Chief of Map Procurement to make a study of maps in the JANIS area in compilation at other map making agencies, (Army Map Service, Army Air Forces, Department of State, Hydrographic Office, U. S. Geological Survey, Geographical Section, General Staff, etc.) noting scales, data and kind of source material and estimated completion date. This is done to see if these maps would add any information to our files.

4. To prepare the base map of the JANIS area.

- a. Order blue-line chip board from map to be used as base for compilation board.
- b. Draft compilation board.
- c. Secure recommendations of the Board of Geographic Names for place names and order type for these names, for use on the compilation and separation boards.
- d. Consult with the proper authorities on the correct placement of boundaries.
- e. Prepare reproduction order for blue-line chip boards of compilation and blue-line paper prints for distribution to contributors.
- f. Draft separation boards for hydrography, open water tint, border and grid, administrative names and hydrographic names.
- g. Check relief plate for use on JANIS base maps and consult with Topographic Branch, G-2, on correct relief and hydrography.

5. To assist the Chief of Map Procurement to check map evaluation chapters for proper classification and to make certain that all important series have been covered. Official, political, and administrative importance emphasized.

6. In addition to the above routine functions, there are a number of special coverage studies to undertake in which direct contact with the various agencies is necessary: Army Map Service, the Munitions Bldg., British Army Staff Headquarters, Pentagon Building, and Office Chief of Engineers. In such instances the Map Procurement Section is charged with the safe conveyance of manuscript, color pulls, and classified correspondence from this office to and from the various agencies.

The above coordinated with the J.I.S.P.B. Planning Committee.